T/IX/M-7
9 February 1965

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

Task Team IX - ADP Systems Library

Minutes of the Seventh Meeting - 29 January 1965

Members or Their Representatives Present

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DIA	▓▓▓▓▓▓▓▓	Chairman
CIA	▓▓	
NSA	▓▓	
CSS	▓▓▓▓▓▓	Secretary

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1. The chairman opened the meeting by asking for any corrections to the minutes of the last meeting. ▓▓▓▓▓▓▓ indicated that the last "2" referred to in the last sentence of paragraph 4 should read "last 3 or 4". With no other corrections suggested, the minutes then stood approved as corrected.   25X1A

2. The members were provided with the 29 December 1964 copy of the Task Team IX Terms of Reference as corrected and approved by CODIB at its December meeting. The Chairman went over the several changes with a short discussion being held on these by the members. The chairman pointed out that in view of the fact that Army and Navy have not designated members, the wording of the membership paragraph does not reflect the actual membership of the team. The Department of State representative also pointed out that his instructions are that he is an observer, not a member. Some discussion was held concerning the eventual responsibility for follow-on activity after the instruction manual has been approved by CODIB. It was felt by the team that this can be spelled out in the recommendations portion of the team report.

3. The secretary requested the members to provide him with an estimate of the number of hours spent by the team members and spent by others on behalf of team requirements from October through December 1964.

Group I
Excluded from automatic
Downgrading and
Declassification.

It was explained this was part of the CODIB Support Staff reporting requirements. The members indicated they would provide this to the secretary telephonically within the next few days.

4. The team next considered in detail two new documents provided by Mrs. Parren. The first is a list of DIA's proposed fields for its file description requirements. Notations were made of those items that were not in the last Task Team IX's draft on this subject as well as those items that were changed from the last DIA draft. In addition, the paper described the single item (security classification of the data in the file) which was in Task Team IX's draft which is not in this listing.

5. The second document provided by ▮▮▮▮▮▮▮ was a detailed list of the elements for file description, file characteristics, file abstracts, program characteristics, program abstracts, and hardware description in a series of eight formats. ▮▮▮▮▮▮▮ explained each of the elements in the file description list as well as the program description list. Considerable discussion centered on an explanation and understanding of the organization code, file identification code, date of information in the file, the relative meaning of the security classification of the file versus the security classification of the descriptions and the difference between security classification and dissemination control symbols.

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6. After some conversation it became apparent that the members desired more time to consider this new material. This became particularly apparent when the NSA representative submitted a suggested new description incorporating the information in formats 1, 2, and 3 provided to the team at the last meeting. It was then agreed by the team to study both of these new proposed descriptions and the chairman requested the members to come prepared at the next meeting to make comments on both sets of papers. It was agreed by the group, however, that the desirable elements in hardware description, as provided the team at the last meeting will be merged into program description.

7. The chairman pointed out that the team does not necessarily have to subscribe to DIA suggested descriptions and that the team's primary task is to produce descriptions and instructions for the CODIB group. These may or may not end up being identical to the proposed DIA descriptions and instructions. All members agreed however that it would be desirable to have these as similar as possible.

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8. ▮▮▮▮▮▮▮ also provided the members with a new list of intelligence activity codes included in Table I and Table II of the DIA draft instructions. The chairman requested the team members to come prepared at the next meeting to comment and suggest additions to this list.

9. The chairman noted, for the record, the memorandum sent to all the task team members dated 22 January 1965 on the Status Report, ADP

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Color Code for USIB. The CIA member and the NSA member agreed with the recommendation in paragraph 3 of this memorandum that action on this question be held in abeyance by CODIB Task Team IX awaiting JCS decision. ████████ pointed out that the Major Beck referred to in this memorandum is a centralized point in DoD for common coding planning activities and these are not restricted to just machine system related codes or the traditional command and control areas. Major Beck's group is working in this area based on JCS publication 7 series which has country codes and other types of standardized codes for DoD-wide use. It was agreed by the Team that more information on this subject would be useful to the team members. The team adjourned by agreeing to meet again at 0930 hours, 8 February 1965 at CIA Headquarters.

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Secretary